

*Committee Attendance:* Jay Boyar, Kelly Cameron, Jose Zegarra Holder, Treffaney Lowe, Mona Hall McKenzie, Grant Moy and Suzanne Weiss Absent: Alex Cohen, Trish Evans, Bing Kung, Noreene Wells and Ben Wu Cable Office Staff: Mitsuko Herrera

The meeting began at 7pm at the Carver Education Service Center, with a tour for the CCAC of the MCPS ITV studio, control room, back office and Board room, led by Chief Engineer Charles Happ and Chris Cram. CCAC saw the equipment used, heard what was involved in creating the many award-winning productions, viewed clips of the various programs, and was provided a brief description of the challenges and accomplishments faced by Montgomery County Public School tv. MCPS ITV is funded through the Montgomery County (MoCo) Cable budget as well as MCPS funds.

Next, CCAC had a tour of the facilities at Montgomery College, led by ITV/Media Production Services Manager Melissa Pace and Producer/Director Stan Jones. MC students learn and create programming there, and many have gone on to work for network and prestigious positions. Mitsi and Melissa shared that MC ITV was just awarded another National award. Programming at MC ITV is often generated based on issues and interests that arise; currently the MC President's video blog is very popular. MC ITV is also working on an on demand system to be rolled out in the near future. MC ITV funding is both through the College and the MoCo Cable budget.

The 3<sup>rd</sup> stop in exploring the MoCo PEG (Public, Education & Government) Network was at the studio of Access Montgomery/MCT. Montgomery Community Television Inc. Executive Director Merlyn Reineke explained the facilities and the production process of the 2 studios and classrooms. MCT uses paid staff, along with volunteers, to create unique programs and support the County news and information sharing. MCT has ramped up the training possibilities for the public, and has increased the volunteer opportunities. MCT helps the new collaboration of MoCo PEG programs, and will also host candidate forums for the upcoming local elections. MCT provided a meeting room for the CCAC business portion, which Merlyn attended as well.

#### **Call to order/Approval of Agenda/Minutes of May meeting**

- Kelly called the meeting to order at 8:50pm and distributed the agenda. There was no quorum present. Discussion followed on whether a quorum includes vacancies, since CCAC is currently required to have 15 members, including 3 from specific jurisdictions, and two of those have been unfilled for an extended time. Mitsi will follow up with County Attorney and report back shortly.

#### **Cable Office Report**

*Mitsuko Herrera, Cable Administrator*

- Mitsi announced that the County 311 service is now in place, with some kinks.
- Complaints have been high from Comcast encryption of digital channels, mostly from basic subscribers who had previously been able to get some additional channels on a digital set.
- July 12 will be the MFP meeting for the quarterly review of cable providers. They are working towards holding the meeting with providers only two times a year. Mitsi will share information in advance of this meeting. July 26 at 9:30am will be an MFP meeting on PEGs—consolidation, digital study, and management study.

### **Old Business**

- Discussion of the budget and the cuts made. Mitsi cautioned that the equipment purchases postponed can not be sustained beyond this year, or there is a risk that MoCo will not be able to remain in compliance with the contract for equipment. Kelly will draft the letter to the Council as agreed at the last meeting.
- CCAC had requested the CE office issue vacancy announcements for the seat currently open, the 3 expiring in November which will not be re-appointed, and another for a member soon moving out of the County. Suzanne reported that only 1 vacancy has been advertised so far. The process to fill an appointment takes a while, especially complicated by the Council not meeting in August; Mitsi will follow up to get additional openings advertised now. An interview committee of Suzanne, Grant and Jay will review resumes sent by the County Executive's office, interview, help select applicants, and report back to CCAC.

### **New Business**

- Discussion followed on CCAC possibly requesting a change in CCAC charter. County Cable Office represents all MoCo except the City of Gaithersburg in the franchises. CCAC will work through email to decide how to proceed. Kelly will get info from Keith on CCAC vacancies and on what the process would exactly entail, along with any outcome of charter changes that may have been requested by other groups. Previous email discussion had included potentially removing the specific jurisdiction requirements per the example forwarded by the CE office, or requesting that the quorum to be calculated on the current committee composition, with a required minimum quorum number.
- Summer meetings were discussed, along with speculation on the process to remove them from the schedule. It had been suggested at the May meeting that CCAC continue the PEG tour for the July meeting, as well as try to meet with Council members. Suzanne indicated that the practice for years had been that the meeting schedule adopted by CCAC includes all months, and a vote was taken before the summer to then remove those dates from the schedule. Since there was not a quorum present at this meeting, no formal action could take place. Grant suggested that we ratify the committee's actions at the next meeting, presumably in September.

### **Public Comments**

None presented.

**Adjourn** Meeting adjourned at 9:25pm.

Submitted by: Suzanne Weiss, CCAC Secretary